

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☐ New
☒ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

06/08/2011

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

V002420-02

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:** New Jersey Department of Environmental Protection

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

21-6000928

*** c. Organizational DUNS:**

6074151970000

d. Address:

*** Street1:**

P.O. Box 420

Street2:

*** City:**

Trenton

County/Parish:

*** State:**

NJ: New Jersey

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

08625-0437

e. Organizational Unit:

Department Name:

NJDEP

Division Name:

Site Remediation Program

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Fred

Middle Name:

*** Last Name:**

Mumford

Suffix:

Title:

Section Chief

Organizational Affiliation:

*** Telephone Number:**

609-530-~2474

Fax Number:

609-530-3344

*** Email:**

Fred.Mumford@dep.state.nj.us

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant

12

b. Program/Project

A11

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/01/2002

* b. End Date:

09/30/2012

18. Estimated Funding (\$):

* a. Federal	900,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	900,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

05/25/2011

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Mr.

* First Name:

David

Middle Name:

* Last Name:

Sweeney

Suffix:

* Title:

Assistant Commissioner

* Telephone Number:

609-292-1250

Fax Number:

* Email:

David.Sweeney@dep.state.nj.us

* Signature of Authorized Representative:

Therese Kell

* Date Signed:

06/08/2011

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006
Expiration Date 07/30/2010

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. PA-SI	66.802	\$ 900,000.00		\$ 900,000.00		\$ 900,000.00
2.						
3.						
4.						
5. Totals		\$ 900,000.00		\$ 900,000.00		\$ 900,000.00

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A -102) Page 1

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>
9. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
10. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
11. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
12. TOTAL (sum of lines 8-11)	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input style="width:95%; text-align: right; value: 900,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>
14. Non-Federal	\$ <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input style="width:95%; text-align: right; value: 900,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>	\$ <input style="width:95%; text-align: right; value: 225,000.00;" type="text"/>

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>
17. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
18. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
19. <input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
20. TOTAL (sum of lines 16 - 19)	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>	\$ <input style="width:95%;" type="text"/>

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <input style="width:95%; text-align: right; value: 785,715.80;" type="text"/>	22. Indirect Charges: <input style="width:95%; text-align: right; value: 114,284.20;" type="text"/>
23. Remarks: <input style="width:95%;" type="text" value="20.29% OF PERSONNEL AND FRINGE BENEFITS"/>	

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Standard Form 424A (Rev. 7- 97)
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EPA KEY CONTACTS FORM

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name:	Prefix: Mr.	First Name: David	Middle Name:
	Last Name: Sweeney		Suffix:
Title:	Assistant Commissioner		
Complete Address:			
Street1:	401 East State Street		
Street2:			
City:	Trenton	State:	NJ: New Jersey
Zip / Postal Code:	08625	Country:	USA: UNITED STATES
Phone Number:	609-292-1250	Fax Number:	
E-mail Address:	David.Sweeney@dep.state.nj.us		

Payee: *Individual authorized to accept payments.*

Name:	Prefix: Mr.	First Name: E. David	Middle Name:
	Last Name: Barth		Suffix:
Title:	Director, Budget & Finance		
Complete Address:			
Street1:	428 East State Street		
Street2:	PO Box 420		
City:	Trenton	State:	NJ: New Jersey
Zip / Postal Code:	08625	Country:	USA: UNITED STATES
Phone Number:	609-292-9230	Fax Number:	
E-mail Address:	David.Barth@dep.state.nj.us		

Administrative Contact: *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

Name:	Prefix: Ms.	First Name: Therese	Middle Name: A.
	Last Name: Kell		Suffix:
Title:	Manager, Federal Funds Administration		
Complete Address:			
Street1:	428 East State Street		
Street2:	PO Box 428		
City:	Trenton	State:	NJ: New Jersey
Zip / Postal Code:	08625	Country:	USA: UNITED STATES
Phone Number:	609-984-4864	Fax Number:	
E-mail Address:	Terry.Kell@dep.state.nj.us		

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
New Jersey Department of Environmental Protection	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: Mr.	* First Name: David Middle Name:
* Last Name: Sweeney	Suffix:
* Title: Assistant Commissioner	
* SIGNATURE: Therese Kell	* DATE: 06/08/2011

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
HAZARDOUS WASTE SITE INVENTORY (PA/SI) PROGRAM
USEPA / NJDEP COOPERATIVE AGREEMENT
FEDERAL FISCAL YEAR 2012
(OCTOBER 1, 2011 – SEPTEMBER 30, 2012)

STATEMENT OF WORK

Under this cooperative agreement the New Jersey Department of Environmental Protection (NJDEP) will receive financial assistance from the US Environmental Protection Agency (EPA) to continue the Hazardous Waste Site Inventory (PA/SI) Program originally provided for in Section 3012 of the Resource Conservation and Recovery Act (RCRA), amended by Section 104(b) and (d) of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and continued under a Multi-Site Cooperative Agreement (MSCA).

The NJDEP will perform the same activities under this cooperative agreement that were specified in the RCRA 3012, CERCLA 104 and prior MSCA applications, with modifications which maintain consistency with EPA's pre-remedial strategy under the Superfund Amendments and Reauthorization Act of 1986 (SARA) and subsequent EPA policy and guidance.

This cooperative agreement will allow the NJDEP to continue performing Pre-CERCLIS Screening Assessments (PSAs), Preliminary Assessments (PAs), Site Inspections (SIs), Expanded Site Inspections (ESIs) and Site Reassessments (SRs) for twelve months from October 1, 2010 through September 30, 2011. The NJDEP maintains an Immediate Environmental Concern (IEC) inventory, a database of contaminated public and private potable well cases for which no source or responsible party has been identified. PSA candidates are identified as potential sources of NJDEP's IEC cases. The NJDEP will pre-screen suspected sources of contamination using field analytical methods, and only sites warranting further investigation will be entered into the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS). Consequently, only high priority sites will be entered into CERCLIS and proceed through the Superfund screening process. Sites will be evaluated using EPA's Pre-CERCLIS Screening Assessment Checklist/Decision Form, or equivalent. Sites will be listed in CERCLIS before being considered for PA, SI and ESI work unless otherwise approved by EPA. NJDEP will prioritize completed PAs, SIs and ESIs for remedial action using the Hazard Ranking System (HRS) QuickScore. These actions will result in the identification of sources of potable well contamination throughout the State. The sources will then be prioritized for remedial action. SR candidates are selected by cross matching sites that appear on CERCLIS with sites that have received a No Further Action designation by the NJDEP.

Amendment Duration: 12 Months

Budget Period: October 1, 2011 – September 30, 2012

TOTAL SALARY	677,538.05
TOTAL OPERATIONAL	222,461.95
TOTAL BUDGET	900,000.00

HAZARDOUS WASTE SITE INVENTORY (PA/SI)
BUDGET DETAILS FOR FEDERAL FISCAL YEAR 2012
OCTOBER 1, 2011 THROUGH SEPTEMBER 30, 2012

TITLE	# OF STAFF IN TITLE	ANNUAL SALARY	TOTALS
HSMS 1	2	\$94,991.00	\$189,982.00
PRINCIPAL GEOLOGIST	1	\$82,800.00	\$82,800.00
SENIOR ENVIRONMENTAL SPECIALIST	2	\$71,990.00	\$143,980.00
TOTAL UNADJUSTED SALARIES			\$416,762.00
FRINGE BENEFIT	35.15%	\$416,762.00	\$146,491.84
SALARIES + FRINGE BENEFIT			\$563,253.84
INDIRECT COSTS	20.29%	\$563,253.84	\$114,284.20
		TOTAL SALARY	\$677,538.05

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE			
TRAVEL			
(30) TRAVEL		\$0.00	
TOTAL TRAVEL		\$0.00	
EQUIPMENT			
(74) REPLACEMENT VEHICLE		\$0.00	
TOTAL EQUIPMENT		\$0.00	
SUPPLIES			
(21) PRINTING & OFFICE		\$1,100.00	
(24) HOUSEHOLD & CLOTHING		\$500.00	
(26) OTHER		\$2,961.95	
(34) DATA PROCESSING		\$500.00	
(77) COMPUTER		\$2,000.00	
(76) OTHER EQUIPMENT		\$250.00	
TOTAL SUPPLIES		\$7,311.95	
CONTRACTUAL			
(36) PROFESSIONAL SERVICES		\$189,950.00	
TOTAL CONTRACTUAL		\$189,950.00	
OTHER			
(31) TELEPHONE		\$1,600.00	
(32) POSTAGE		\$1,000.00	
(38) OTHER SERVICES		\$1,000.00	
(41) MAINTENANCE OF EQUIPMENT		\$1,500.00	
(45) RENT-CENTRAL MOTOR POOL		\$18,180.00	
(47) RENT - OTHER		\$1,920.00	
TOTAL OTHER		\$25,200.00	
TOTAL OPERATIONAL	\$222,461.95	TOTAL BUDGET	\$900,000.00

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE ITEMIZED		
(32) POSTAGE		
CORRESPONDENCE, SAMPLE SHIPPING, DATA DELIVERY AND REPORT TRANSMITTAL		1,000.00
	TOTAL	1,000.00
(38) OTHER SERVICES		
TRAINING, CONFERENCES AND SEMINARS		1,000.00
	TOTAL	1,000.00
(41) MAINTENANCE OF EQUIPMENT		
SERVICE AND REPAIR OF SAMPLING EQUIPMENT, MONITORING INSTRUMENTS AND MOBILE RADIOS		\$1,000.00
DECONTAMINATION OF SAMPLING EQUIPMENT		\$500.00
	TOTAL	\$1,500.00
(45) RENT - CENTRAL MOTOR POOL		
VEHICLES	RENTAL/YEAR/VEHICLE	
6	\$2,905.00	\$17,430.00
VEHICLE SERVICE AND REPAIRS		\$750.00
	TOTAL	\$18,180.00
(47) RENT - OTHER		
PHOTOCOPIER LEASE (12 MONTHS @ 160/MONTH)		\$1,920.00
	TOTAL	\$1,920.00
	TOTAL OPERATIONAL	\$222,461.95

***All supply items have a unit cost under \$5,000.**

TRAINING

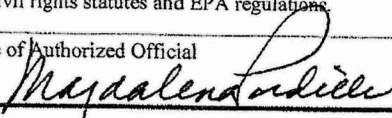
TRAINING EXCLUDED FROM THE FTE CALCULATION AS A NON-OUTPUT RELATED ACTIVITY IS AS FOLLOWS:

- ANNUAL 8-HOUR HEALTH AND SAFETY REFRESHER AND MISCELLANEOUS TRAINING

MISCELLANEOUS TRAINING INCLUDES:

- INTRODUCTION TO GROUNDWATER INVESTIGATIONS
- SUPERVISOR 8-HOUR HEALTH AND SAFETY TRAINING
- ENVIRONMENTAL RISK ASSESSMENT
- SUPERFUND COMMUNITY RELATIONS
- SAMPLING FOR HAZARDOUS MATERIALS
- CPR CERTIFICATION/RECERTIFICATION
- BASIC FIRST AID
- DEFENSIVE DRIVING
- PA/SI TRAINING FOR THE REVISED HRS
- PERSONAL COMPUTER INSTRUCTION (WINDOWS, WORD, ACCESS, EXCEL, GRAPHICS, ARCVIEW, ETC.)
- PERSONAL DEVELOPMENT (TIME MANAGEMENT, TECHNICAL WRITING, ETC.)
- MANAGEMENT TRAINING
- MONITORING INSTRUMENT AND SAMPLING EQUIPMENT TRAINING PROVIDED BY VENDORS
- OTHER CERCLA/SUPERFUND RELATED TRAINING, SEMINARS AND CONFERENCES DEEMED APPROPRIATE BY THE NJDEP/EPA PROJECT MANAGERSQUARTERLY REPORTS

United States Environmental Protection Agency
Washington, DC 20460
Preaward Compliance Review Report for
All Applicants and Recipients Requesting EPA Financial Assistance
Note: Read instructions on other side before completing form.

I.	Applicant/Recipient (Name, Address, State, Zip Code).	DUNS No. 607415197
II.	Is the applicant currently receiving EPA assistance? Yes	
III.	List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.) 5 Pending	
IV.	List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective action taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7. See instructions on reverse side.) None	
V.	List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3)) US Department of Labor compliance review dated 12-9-08.	
VI.	Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below. No a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b). b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. § 7.70) applies.	
VII.*	Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or activities? (40 C.F.R. § 5.140 and § 7.95) Yes a. Do the methods of notice accommodate those with impaired vision or hearing? It is available with notice. b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? Yes c. Does the notice identify a designated civil rights coordinator? Yes	
VIII.*	Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. § 7.85(a)) Not other than the Census Data.	
IX.*	Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166) No Official Policy. The Department's Office of Human Resources maintains a file of all Bilingual employees to address limited English proficiency issues.	
X.*	If the applicant/recipient is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator. Pamela Lyons, Director, Equal Opportunity & Public Contract Assistance, 428 E. State St. PO Box 402, Trenton, NJ 08625, Pamela.Lyons@dep.state.nj.us, (609) 984-9742 fax (609) 984-9789	
XI*	If the applicant/recipient is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet address for, or a copy of, the procedures. Yes. DEP Policy and Procedure 2.48	
For the Applicant/Recipient		
I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.		
A. Signature of Authorized Official 		B. Title of Authorized Official Chief of Staff
		C. Date 4.29.10/11
For the U.S. Environmental Protection Agency		
I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.		
A. Signature of Authorized EPA Official		B. Title of Authorized EPA Official
C. Date		
See ** note on reverse side.		

OPERATIONAL BUDGET DETAILS

SUPPLIES

(21) MISCELLANEOUS PRINTING AND OFFICE SUPPLIES

BALL POINT PENS, FELT TIP MARKERS, HIGHLIGHTER MARKERS, PENCILS, WRITING PAPER, LETTER PAPER, ENVELOPES, REPORT BINDERS, REPORT COVERS, FILE FOLDERS, HANGING FOLDERS, APPOINTMENT BOOKS, RUBBER BANDS, PAPER CLIPS, STAPLERS, STAPLES, SCISSORS, RULERS, COMPASSES, SCALES, CALCULATORS, DICTIONARIES, STAPLE REMOVERS, THUMB TACKS, BUSINESS CARDS, FILE CABINETS, PENCIL SHARPENERS, LETTER TRAYS, CELLOPHANE TAPE, TAPE DISPENSERS, ROLODEX, BULLETIN BOARDS, FIELD LOG BOOKS, NOTEBOOKS, CLIPBOARDS, TYPE CORRECTION FLUID, LOOSELEAF BINDERS, COPIER PAPER, TONER, ETC.

(24) MISCELLANEOUS DISPOSABLES

MISCELLANEOUS DISPOSABLE SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

(26) MISCELLANEOUS SAMPLING SUPPLIES

FILM AND PROCESSING, FIELD GC CALIBRATION STANDARDS AND SUPPLIES, MISCELLANEOUS SAMPLING SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

(34) MISCELLANEOUS SOFTWARE AND SUPPLIES

DISKETTES, DISKETTE HOLDERS, REPLACEMENT OR INNOVATIVE SOFTWARE

(76) MISCELLANEOUS SAMPLING TOOLS

NON-DISPOSABLE SAMPLING TOOLS AND EQUIPMENT

(77) COMPUTERS - HARDWARE-RELATED SUPPLIES AND EQUIPMENT

EQUIPMENT

(74) REPLACEMENT VEHICLE

A VEHICLE PURCHASE IS NOT SCHEDULED FOR FFY12

VEHICLES ARE REQUIRED TO TRANSPORT STAFF AND SAMPLING EQUIPMENT TO SITES THROUGHOUT THE STATE. THE VEHICLE WILL ALSO BE UTILIZED FOR TRANSPORTING STAFF TO LOCAL OFFICES FOR FILE REVIEWS

CONTRACTUAL

(36) PROFESSIONAL SERVICES

EACH CONTRACT UTILIZED BY THE NJDEP IS COMPETED.

OTHER SERVICES

(38) TRAINING, CONFERENCE AND SEMINARS

THIS ACCOUNT INCLUDES ALL CHARGES FOR ORGANIZED PROGRAMS FOR EDUCATION, TRAINING AND DEVELOPMENT OF NJDEP STAFF SUCH AS CONFERENCE AND INSTRUCTOR FEES, TRAINING CONFERENCES OR PRESENTATIONS, TUITION PAYMENTS AND RELATED CHARGES.

PROFESSIONAL SERVICES (continued)

SAMPLE ANALYSES

NJDEP MOBILE LABORATORY SAMPLE ANALYSES

9 PRE-CERCLIS SCREENING ASSESSMENTS (PSA)

15 SAMPLES/PSA

15 SAMPLES/PSA X 9 PSAs = 135 SAMPLES

TOTAL – 135 WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS

COST/SAMPLE - \$40

TOTAL COST – 135 SAMPLES @ \$40/SAMPLE = \$ 5,400.00

DATA VALIDATION

VALIDATION FOR ROUTINE ANALYTICAL SERVICES (SOIL, GROUND WATER, SURFACE WATER, SEDIMENTS, AND AIR), WITH THE EXCEPTION POTABLE WATER, WILL BE PROVIDED UNDER THE EPA CONTRACT LABORATORY PROGRAM.

ANTICIPATED CLP VALIDATION WORKLOAD

5 SITE INSPECTIONS

35 SAMPLES/SITE INSPECTION (SI)

35 SAMPLES/SI X 5 SIs =

175 SAMPLES

2 EXPANDED SITE INSPECTIONS

35 SAMPLES/EXPANDED SITE INSPECTION (ESI)

35 SAMPLES/ESI X 2 ESIs =

70 SAMPLES

TOTAL

245 CLP SAMPLES

VALIDATION OF POTABLE WATER SAMPLES WILL BE PERFORMED BY THE NJDEP, OFFICE OF DATA QUALITY

ANTICIPATED POTABLE WATER VALIDATION WORKLOAD

5 SITE INSPECTIONS

5 SAMPLES/SITE INSPECTION (SI)

5 SAMPLES/SI X 5 SIs =

25 SAMPLES

2 EXPANDED SITE INSPECTIONS

5 SAMPLES/EXPANDED SITE INSPECTION (ESI)

5 SAMPLES/ESI X 2 ESIs =

10 SAMPLES

TOTAL

35 POTABLE WATER SAMPLES

OUTPUT (TASK) DETAILS

PRE-CERCLIS SCREENING ASSESSMENT

The Pre-CERCLIS Screening Assessment (PSA) is a site discovery initiative intended to focus limited State and Federal resources on those sites of greatest environmental significance. Cases being considered for investigation will be selected from the NJDEP's Immediate Environmental Concern (IEC) inventory, a database of contaminated public and private potable well cases for which no source has been identified. The NJDEP will pre-screen suspected sources using field analytical methods, and although many more sites will be evaluated using this approach, only sites warranting further investigation will be entered into the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS). Consequently, NJDEP will significantly reduce the number of NFRAP sites entered into CERCLIS. Sites warranting further investigation will be listed in CERCLIS before being considered for SI and ESI work unless otherwise approved by EPA.

Various tasks are routinely performed as part of the PSA:

- o review of site specific federal, state and local government files, reports and records
- o interviews with federal, state and local government personnel
- o review of geological, hydrological, topographical and meteorological data available from federal, state and local government offices or other comparable institutions
- o review of state and local water supply records
- o review of available aerial photographs
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o collect ground water screening samples
- o sample analysis
- o data validation
- o data evaluation
- o report preparation

PSAs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using EPA's Pre-CERCLIS Screening Assessment Checklist/Decision Form, or equivalent.

PRE-CERCLIS SCREENING ASSESSMENT WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
4. MOBILIZATION, SAMPLING AND DEMOBILIZATION	28
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING AND MOBILE LABORATORY ANALYSIS	
F. DOCUMENT SAMPLING ACTIVITIES	
G. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
H. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES	
I. EXIT SITE, COMPLETE FIELD LOG AND TRANSPORT SAMPLES	
J. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
K. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
5. ON-SITE GC SCREENING ANALYSIS OF GW SAMPLES	7
6. OFF-SITE SAMPLE ANALYSIS, DATA VALIDATION AND REPORT PREPARATION (AVERAGE 15 SAMPLES/PSA)	12
7. REPORT PREPARATION/REVISION	10
A. DEVELOP USI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
8. SCREEN SITES USING EPA PSA DECISION FORM	2
9. TYPE REPORT/REVISIONS	2
10. PROGRAM MANAGER REVIEW	1
11. COPY, BIND AND FILE REPORT; DATA ENTRY	1
TOTAL	80

PRELIMINARY ASSESSMENT WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	30
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND REVIEW EXISTING AERIAL PHOTOGRAPHS	
D. LOCATE AND COPY REQUIRED MAPS	
E. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. OFF-SITE RECONNAISSANCE	10
3. CALCULATE QUICKSCORE	5
4. PREPARE REPORT SUMMARY AND SITE MAP	4
5. PROGRAM MANAGER REVIEW	1
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TOTAL	50

SITE INSPECTION WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	70
A. REVIEW EXISTING PA INFORMATION	
B. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
C. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION AND DEVELOPMENT OF COMBINED PA/SI NARRATIVE	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA FOR COMPREHENSIVENESS AND QUALITY	
E. GENERATE AND INTERPRET A GROUND WATER MODEL	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	30
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SITE VISIT	
C. SITE VISIT - CONFIRM REPORTED CONDITIONS AND, IF NECESSARY, SELECT POSSIBLE SAMPLING LOCATIONS	
D. PRESENT FINDINGS TO PROGRAM MANAGER AND DETERMINE NEED FOR SAMPLING	
3. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	50
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	

SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
7. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
8. REPORT PREPARATION/REVISION	130
A. DEVELOP COMBINED PA/SI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	
9. COMPLETE QUICKSCORE	15
10. PROGRAM MANAGER REVIEW	5
11. COPY, BIND AND FILE REPORT; DATA ENTRY	5
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TOTAL	520

EXPANDED SITE INSPECTION (continued)

In accordance with CERCLA Section 104(a), DEP employees, officers or representatives will provide the owner, operator, or individual in charge of a site the opportunity to receive: 1) a split of each sample collected on that particular site, 2) a receipt describing the samples collected and 3) a copy of analytical results when available.

The ESI will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
F. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR GC SCREENING ANALYSIS	
G. COORDINATE GC SCREENING ANALYSIS, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
H. GC SCREENING ANALYSIS PREP	
4. MOBILIZATION, GC SCREENING ANALYSIS AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY GC OPERATION AREA, DECONTAMINATION AREA AND GC SCREENING LOCATIONS	
C. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING	
D. GC SCREENING ANALYSIS OF GW SAMPLES	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. EXIT SITE AND COMPLETE FIELD LOG	
H. DEMOBILIZE UPON COMPLETION OF GC FIELD SCREENING	
I. DOCUMENT FINDINGS TO PROGRAM MANAGER	
5. MONITORING WELL INSTALLATION WORK PLAN PREP	70
A. PREPARE WORK PLAN AND SAFETY PLAN	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF MONITORING WELL INSTALLATION AND OBTAIN SITE ACCESS APPROVAL	
D. PREPARE AND SUBMIT WELL PERMITS	

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
8. MOBILIZATION, SAMPLING AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT SAMPLES IN ACCORDANCE WITH EPA GUIDANCE AND THE MOST CURRENT NJDEP <u>FIELD SAMPLING PROCEDURES MANUAL</u>	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES FOR SHIPPING	
H. EXIT SITE, COMPLETE FIELD LOG AND SHIP SAMPLES	
I. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
J. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
9. SAMPLE ANALYSIS (AVERAGE 25 SAMPLES/SITE)	(CLP)
10. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
11. REPORT PREPARATION/REVISION	130
A. DEVELOP ESI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	

SITE REASSESSMENTS

A Site Reassessment (SR) represents the gathering and evaluation of new information on a site previously assessed under CERCLA to determine whether further Superfund action is needed. A SR serves as a supplement to previous assessment work and not a replacement for traditional assessment activities. The scope of work for SR activity is flexible but will usually represent a component of a traditional site assessment action such as a Preliminary Assessment, Site Inspection, or a Site Inspection Prioritization. The purpose of this action is to document the expenditure of Superfund resources on older sites where EPA has received new information or learned that the site conditions have changed.

Various tasks routinely performed as part of the SR:

- o Review site-specific background data contained in previous site evaluation files (e.g., EPA Preliminary Assessment, Site Inspection, Site Inspection Prioritization report and/or State Reports) in terms of HRS requirements, and confirm CERCLA eligibility of site.
- o Update or revise the HRS screening score using the "QuickScore" method of scoring (if existing data is sufficient).
- o If existing data is not sufficient to score the site, notify the EPA and request technical direction as to whether or not additional non-sampling data shall be collected. Additional non-sampling data may include an on-site/off-site reconnaissance. The NJDEP shall complete the site scoring upon its determination that sufficient data has been found.
- o Prepare the SR report and complete the "Quickscore" site score. Include a recommendation for further action at the site.

SRs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.